United Nations ST/IC/1998/49

Secretariat

1 July 1998

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **1999 national competitive recruitment examinations**

1. The purpose of the present information circular is to invite applications from staff members in the General Service and related categories of the Secretariat who wish to take the national competitive recruitment examinations at the P-2 and P-3 levels in 1999, in accordance with the provisions of administrative instruction ST/AI/1997/1.

2. The 1999 national competitive recruitment examinations will be held from 1 to 6 February 1999 (tentative) in the following occupational groups in accordance with the needs of the Organization: administration (P-2/P-3), economics (P-2/P-3), electronic data processing (P-2), environment/science and technology (P-2/P-3), finance (P-2), legal affairs (P-2), library (P-2), political affairs (P-2), public information (P-2), social affairs (P-2) and statistics (P-2).

3. A list of the participating Member States and the occupational groups assigned to each participating Member State is contained in the annex to the present circular.

4. Staff members who meet the conditions set out in administrative instruction ST/AI/1997/1 may apply by completing the attached application form and forwarding it to: 1999 National Competitive Recruitment Examinations (Staff Members), Examinations and Tests Section, Room S-2590A, Specialist Services Division/Office of Human Resources Management, by 21 September 1998. The most recent performance appraisal form and copies of all university degrees obtained must be attached to the application.

5. Incomplete applications will not be considered.

6. The present circular supersedes information circular ST/IC/1997/52 of 22 August 1997.

* Expiration date of the present information circular: 31 December 1999

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United Nations application form for 1999 national competitive recruitment examination for General Service staff members of the United Nations Secretariat only

Section I. Personal data

Last name: _____ Room No.: _____ Ext.: _____

First name: _____ Index No.: _____

Gender: _____ Grade: _____ Nationality: _____

Department: _____ Duty station: _____

EOD date: _____ Appointment: _____

Date of birth: _____ Expiration date: _____

Section II. Type of examination

Occupational group: _____ P-2 level: _____

P-3 level: _____

Latest copy of performance evaluation report attached: _____

Period covered in performance evaluation report: _____

Copies of degrees attached: _____

Section III. Experience, United Nations and outside (indicating dates and departments/institutions)

(For P-3 examination only)

This application should be signed and submitted by 21 September 1998 to the Specialist Services Division, Room S-2590A.

Date: _____ Signature: _____

Annex

List of Member States participating in the 1999 national competitive recruitment examination programme and their respective occupational groups[a]

Azerbaijan	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Bolivia	Administration, electronic data processing, finance, legal affairs, library, political affairs, public information, statistics
Central African Republic	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Denmark	Economics, environment/science and technology (P-2 and P-3), finance, political affairs, social affairs, statistics
Dominican Republic	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Fiji	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Finland	Economics, finance, social affairs, statistics
Germany	Economics, electronic data processing, environment/science and technology (P-2 and P-3), social affairs
Japan	Administration (P-2 and P-3), economics (P-2 and P-3), electronic data processing, legal affairs, public information, statistics
Kyrgyzstan	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Lao People's Democratic Republic	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Marshall Islands	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Palau	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Paraguay	Administration, electronic data processing, finance, legal affairs, library, political affairs, social affairs, statistics

Portugal	Economics, electronic data processing, environment/ science and technology (P-2 and P-3), legal affairs, library, statistics
Republic of Moldova	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
San Marino	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Slovenia	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Solomon Islands	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Spain	Administration, economics, electronic data processing, environment/science and technology (P-2 and P-3), finance, social affairs
Suriname	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, social affairs, statistics
Sweden	Administration, environment/science and technology (P-3 only), finance, legal affairs, social affairs, statistics
Turkmenistan	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics
Uzbekistan	Administration, economics, electronic data processing, finance, legal affairs, library, political affairs, public information, social affairs, statistics

Notes

[a] The occupational groups given are for P-2 examinations unless otherwise indicated.